VF Ontario Public Service

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ONTARIO PUBLIC SERVICE PAY EQUITY PLAN

MANAGEMENT AND EXCLUDED

PAY EQUITY PLAN

This Pay Equity Plan covers employees appointed under the *Public Service Act* who are not in any bargaining unit.

A. Adjustment Date

The first pay equity adjustment in this Plan is effective from January 1, 1990.

B. Establishment

This Plan refers to all work locations of the Ontario Public Service (OPS).

C. Jobs Covered by Plan

This Plan covers all job classes for employees in the OPS appointed in accordance with the *Public Service Act* who are not represented by a bargaining unit:

Executive Compensation Plan
Management Compensation Plan
Excluded Category

D. Gender-predominant Job Classes

The following classes are ***female job classes***, i.e., job classes in series in which 60% or more of the employees in the series are women.

Regard was also given to the historical incumbency of the job class and stereotypical fields of work.

Management Compensation Plan

Clerical Services CM-08
Clerical Services CM-09
Clerical Services CM-10
Clerical Services CM-11
Clerical Services CM-12
Clerical Services CM-13
Clerical Services CM-14
Clerical Services CM-15
Clerical Services CM-16
Clerical Services CM-17
* Court Administration AM-12
* Court Administration AM-13
* Court Administration AM-14
* Court Administration AM-15
* Court Administration AM-16
* Court Administration AM-17
* Court Administration AM-18
* Court Administration AM-19
* Court Administration AM-20
* Court Administration AM-21
* Food Services OM-08
* Food Services OM-09
* Food Services OM-10
* Food Services OM-11

(Gender-predominant job classes continued)

* Food Services OM-12
* Food Services OM-13
* Food Services OM-14
* Food Services OM-15
* Food Services OM-16
Home Economics, Dietetics & Nutrition PM-10
Home Economics, Dietetics & Nutrition PM-11
Home Economics, Dietetics & Nutrition PM-12
Home Economics, Dietetics & Nutrition PM-13
Home Economics, Dietetics & Nutrition PM-14
Home Economics, Dietetics & Nutrition PM-15
Home Economics, Dietetics & Nutrition PM-16
Home Economics, Dietetics & Nutrition PM-17
Home Economics, Dietetics & Nutrition PM-18
* Library Services PM-13
* Library Services PM-14
* Library Services PM-15
* Library Services PM-16
* Library Services PM-17
Nursing PM-12
Nursing PM-13
Nursing PM-14
Nursing PM-15
Nursing PM-16
Nursing PM-17
Nursing PM-18
Nursing PM-19
Occupational & Physical Therapy PM-13
Occupational & Physical Therapy PM-14
Occupational & Physical Therapy PM-15
Occupational & Physical Therapy PM-16
Office Equipment Operation CM-8
Office Equipment Operation CM-9
Office Equipment Operation CM-10
Office Equipment Operation CM-11
Office Equipment Operation CM-12
Office Equipment Operation CM-13
Office Equipment Operation CM-14
Office Equipment Operation CM-15
Personnel Administration AM-12
Personnel Administration AM-13
Personnel Administration AM-14
Personnel Administration AM-15
Personnel Administration AM-16
Personnel Administration AM-17
Personnel Administration AM-18
Personnel Administration AM-19
Personnel Administration AM-20
Personnel Administration AM-21
Speech Pathology & Audiology PM-15
Speech Pathology & Audiology PM-16
Speech Pathology & Audiology PM-17
Speech Pathology & Audiology PM-18
Speech Pathology & Audiology PM-19
Transcription Services CM-13
Transcription Services CM-14
Transcription Services CM-15
Transcription Services CM-16
Transcription Services CM-17
Transcription Services CM-18
Transcription Services CM-19
Translation AM-18
Translation AM-19
Translation AM-20

Excluded Category

Data Processing Technician 2 (Excluded)
Data Processing Technician 3 (Excluded)
Data Processing Technician 4 (Excluded)
Data Processing Technician 5 (Excluded)
Data Processing Technician 6 (Excluded)
Data Processing Technician 7 (Excluded)
General Assistant
Information Officer 1 (Excluded)
Information Officer 2 (Excluded)
Information Officer 3 (Excluded)
Information Officer 4 (Excluded)
Office Administration 1 (Excluded)
Office Administration 2 (Excluded)
Office Administration 3 (Excluded)
Office Administration 4 (Excluded)
Office Administration 5 (Excluded)
Office Administration 6 (Excluded)
Office Administration 7 (Excluded)
Office Administration 8 (Excluded)
Office Administration 9 (Excluded)
Office Administration 10 (Excluded)
Office Administration 11 (Excluded)
Office Administration 12 (Excluded)
Office Administration 13 (Excluded)
Records Officer 1 (Excluded)
Records Officer 2 (Excluded)
Records Officer Junior (Excluded)
Secretary To Minister

* Female job classes in gender neutral series

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The following classes are ***male job classes***, i.e., job classes in series in which 70% or more of the employees in the series are men:

Management Compensation Plan

Agricultural Support OM-11
Agricultural Support OM-12
Agricultural Support OM-13
Agricultural Support OM-14
Agriculture PM-16
Agriculture PM-17
Agriculture PM-18
Agriculture PM-19
Agriculture PM-20
Agriculture PM-21
* Ambulance Services OM-14
* Ambulance Services OM-15
* Ambulance Services OM-16
* Ambulance Services OM-17
* Ambulance Services OM-18
Architecture PM-17
Architecture PM-18
Architecture PM-19
Architecture PM-20
Architecture PM-21
* Archival & Historical PM-15
* Archival & Historical PM-16
* Archival & Historical PM-17
* Archival & Historical PM-18
Chaplain PM-15
Chaplain PM-16
Chaplain PM-17
Chaplain PM-18
Chaplain PM-19
Correctional OM-14
Correctional OM-15
Correctional OM-16
Dentistry PM-20
Dentistry PM-22
Drafting, Design & Estimating TM-13
Drafting, Design & Estimating TM-14
Drafting, Design & Estimating TM-15
Drafting, Design & Estimating TM-16
Drafting, Design & Estimating TM-17
Drafting, Design & Estimating TM-18
Drafting, Design & Estimating TM-19
Education PM-19
Education PM-20
Education PM-21
Education PM-22
Engineering & Surveying PM-14
Engineering & Surveying PM-15
Engineering & Surveying PM-16
Engineering & Surveying PM-17
Engineering & Surveying PM-18
Engineering & Surveying PM-19
Engineering & Surveying PM-20
Engineering & Surveying PM-21
Engineering & Surveying PM-22
Engineering & Surveying Support TM-11
Engineering & Surveying Support TM-12
Engineering & Surveying Support TM-13
Engineering & Surveying Support TM-14
Engineering & Surveying Support TM-15
Engineering & Surveying Support TM-16
Engineering & Surveying Support TM-17
Engineering & Surveying Support TM-18
Engineering & Surveying Support TM-19
Engineering & Surveying Support TM-20
Engineering & Surveying Support TM-21
Financial Administration AM-13
Financial Administration AM-14
Financial Administration AM-15
Financial Administration AM-16
Financial Administration AM-17
Financial Administration AM-18
Financial Administration AM-19
Financial Administration AM-20
Financial Administration AM-21
Financial Administration AM-22
* Forensic Services TM-17
* Forensic Services TM-18
French Language Services AM-20
French Language Services AM-21
French Language Services AM-22
General Scientific PM-16
General Scientific PM-17
General Scientific PM-18
General Scientific PM-19
General Scientific PM-20
General Scientific PM-21
Heating & Power OM-14
Heating & Power OM-15
Heating & Power OM-16
Heating & Power OM-17

(Gender-predominant job classes continued)

Institutional Management AM-15
Institutional Management AM-16
Institutional Management AM-17
Institutional Management AM-18
Institutional Management AM-19
Institutional Management AM-20
Institutional Management AM-21
Institutional Management AM-22
Institutional Management AM-23
Labour Relations AM-16
Labour Relations AM-18
Labour Relations AM-19
Labour Relations AM-20
Labour Relations AM-21
Labour Relations AM-22
Photography TM-14
Photography TM-15
Printing OM-10
Printing OM-12
Printing OM-13
Printing OM-15
Property Administration AM-16
Property Administration AM-17
Property Administration AM-18
Property Administration AM-19
Property Administration AM-20
Property Administration AM-21
Property Administration AM-22
Psychology PM-19
Psychology PM-20
Psychology PM-21
Purchasing & Supply AM-13
Purchasing & Supply AM-14
Purchasing & Supply AM-15
Purchasing & Supply AM-16
Purchasing & Supply AM-17
Purchasing & Supply AM-18
Purchasing & Supply AM-19
Purchasing & Supply AM-20
Research Science PM-17
Research Science PM-20
Research Science PM-21
Resources Planning & Management PM-15
Resources Planning & Management PM-16
Resources Planning & Management PM-17
Resources Planning & Management PM-18
Resources Planning & Management PM-19
Resources Planning & Management PM-20
Resources Planning & Management PM-21
Resources, Technical TM-13
Resources, Technical TM-14
Resources, Technical TM-15
Resources, Technical TM-16
Resources, Technical TM-17
Resources, Technical TM-18
* Security Services OM-11
* Security Services OM-13
* Security Services OM-14
* Security Services OM-15
Skills & Trades OM-12
Skills & Trades OM-13
Skills & Trades OM-14
Skills & Trades OM-15
Skills & Trades OM-16
Skills & Trades OM-17
Skills & Trades OM-18
Skills & Trades OM-19
Systems Services AM-12
Systems Services AM-13
Systems Services AM-14
Systems Services AM-15
Systems Services AM-16
Systems Services AM-17
Systems Services AM-18
Systems Services AM-19
Systems Services AM-20
Systems Services AM-21
Telecommunications TM-16
Veterinary Science PM-17
Veterinary Science PM-18
Veterinary Science PM-19
Veterinary Science PM-20
Veterinary Science PM-21

Excluded Category

Financial Officer 1
Financial Officer 2
Parliamentary Assistant
Safety Instruction Officer 2 (Excluded)
Safety Instruction Officer 3 (Excluded)
Standards Officer 1 Industrial Training (Excluded)
Standards Officer 2 Industrial Training (Excluded)

(Gender-predominant job classes continued)

Law Enforcement Management Classes

Advisor Ontario Police Commission
Chief Instructor, Ontario Police College
Commissioned Officer 1, O.P.P.
Commissioned Officer 2, O.P.P.
Commissioned Officer 3, O.P.P.
Deputy Director, Ontario Police College
Intelligence Officer, Ontario Police Commission

Executive Compensation Plan

Executive Compensation Plan 1
Executive Compensation Plan 2
Executive Compensation Plan 3
Executive Compensation Plan 4
Executive Compensation Plan 5

* Male job classes in gender neutral series

E. Method of Comparison

With the wide variety of work being done in the OPS none of the existing job evaluation systems could be used for pay equity. Therefore the employer developed a job comparison approach.

This approach uses a comparison method that does not discriminate against either gender to identify and compare the kinds of work done by non-bargaining employees in the OPS. This is not a new job evaluation system. Rather, it reviews the value of male and female classes according to the four factors cited in the *Pay Equity Act* as the basis for comparison: skill, effort responsibility, and types of working conditions. The survey was sent to over 7,000 employees to gather job information based on these factors. These survey responses were analyzed statistically.

The analysis included calculating a numerical score for each job class sampled. The numerical scores represent an average for the class, not for any individual job. The factors used for this calculation were a composite of skill, effort, responsibility and working conditions as required by the *Pay Equity Act*. Major elements in these factors were as follows:

- Knowledge and Analytical Skills
- Extra Effort
- Responsibility for People and Finance
- Physical Demands and Environment
- Decision-Making
- Other Languages
- Demanding Contacts
- Concentration
- Travel
- Mental Agility

The numerical scores for female job classes were then compared to the numerical scores of male job classes. Jobs with similar numerical scores were thus determined to be of equal or comparable value. The resulting outcome of comparisons are listed below and these provided the basis for adjusting salary rates of female classes where necessary.

F. Comparison Results

The *Pay Equity Act* allows for comparison based on a group of jobs approach where classes are arranged in a series, e.g., Clerical Services CM-12, Clerical Services CM-13, Clerical Services CM-14. The level in the series with the largest population is compared to the male job class of equal or comparable value as specified in the *Pay Equity Act*, and the resulting dollar adjustment is applied to every level in the series.

The following is a list of the female representative job classes and the male job classes found to be of equal or comparable value.

Female Job Class	Male Job Class	Difference in Compensation Rate
Clerical Services CM-12	Skills & Trades OM-15	$4.17
Court Administration AM-13	Ambulance Services OM-16	$5.24
Data Processing Technician 4 (Excluded)	Ambulance Officer 4 (BU)	$0.64
Food Services OM-10	Skills & Trades OM-14	$4.98
General Assistant	Skills & Trades OM-14	$0.82
Home Economics, Dietetics&Nutrition PM-15	Engineering & Surveying PM-18	$5.59
Information Officer 3 (Excluded)	Agricultural Officer 2 (BU)	$3.52
Library Services PM-15	Engineering & Surveying PM-19	$7.76
Nursing PM-14	Ambulance Services OM-16	No payout
Occupational & Physical Therapy PM-14	Ambulance Services OM-16	$0.48
Office Administration (Excluded)	Technician 1 Construction (BU)	$1.32
Office Equipment Operation CM-12	Systems Services AM-15	$4.78
Personnel Administration AM-17	General Scientific PM-18	$3.18
Record Officer 1 (Excluded)	Technician 2 Engineering Officer (BU)	$3.19
Secretary to Minister	Skills & Trades OM-15	No payout
Speech Pathology & Audiology PM-16	Engineering & Surveying PM-18	$2.00
Transcription Services CM-16	Skills & Trades OM-15	No payout
Translation AM-20	Engineering Support TM-20	$0.96

G. Pay Equity Adjustments

The estimated payroll for 1989 for OPS employees is approximately $3,856.1 million. The *Pay Equity Act* allows for adjustments to be phased in over 5 years, provided adjustment payments for all plans are no less than 1% of the total payroll from the previous 12 months.

In this plan, payouts will be completed in not more than 3 annual adjustments.

Female Job Class	Pay Equity Adjustment Retroactive to Jan. 1, 1990	Remaining Pay Equity Adjustment to be Completed not later than Jan. 1, 1992
Clerical Services CM-08	$1.02	$3.15
Clerical Services CM-09	$1.02	$3.15
Clerical Services CM-10	$1.02	$3.15
Clerical Services CM-11	$1.02	$3.15
Clerical Services CM-12	$1.02	$3.15
Clerical Services CM-13	$1.02	$3.15
Clerical Services CM-14	$1.02	$3.15
Clerical Services CM-15	$1.02	$3.15
Clerical Services CM-16	$1.02	$3.15
Clerical Services CM-17	$1.02	$3.15
Court Administration AM-12	$1.02	$4.22
Court Administration AM-13	$1.02	$4.22
Court Administration AM-14	$1.02	$4.22
Court Administration AM-15	$1.02	$4.22
Court Administration AM-16	$1.02	$4.22
Court Administration AM-17	$1.02	$4.22
Court Administration AM-18	$1.02	$4.22
Court Administration AM-19	$1.02	$4.22
Court Administration AM-20	$1.02	$4.22
Court Administration AM-21	$1.02	$4.22
Data Processing Technician 2 (Excluded)	$0.64	$0.00
Data Processing Technician 3 (Excluded)	$0.64	$0.00
Data Processing Technician 4 (Excluded)	$0.64	$0.00
Data Processing Technician 5 (Excluded)	$0.64	$0.00
Data Processing Technician 6 (Excluded)	$0.64	$0.00
Data Processing Technician 7 (Excluded)	$0.64	$0.00
Food Services OM-08	$1.31	$3.67
Food Services OM-09	$1.31	$3.67
Food Services OM-10	$1.31	$3.67
Food Services OM-11	$1.31	$3.67
Food Services OM-12	$1.31	$3.67
Food Services OM-13	$1.31	$3.67
Food Services OM-14	$1.31	$3.67
Food Services OM-15	$1.31	$3.67
Food Services OM-16	$1.31	$3.67
General Assistant	$0.82	$0.00
Home Economics, Dietetics & Nutrition PM-10	$1.01	$4.58
Home Economics, Dietetics & Nutrition PM-11	$1.01	$4.58

(Pay equity adjustments continued)

Home Economics, Dietetics & Nutrition PM-12	$1.01	$4.58
Home Economics, Dietetics & Nutrition PM-13	$1.01	$4.58
Home Economics, Dietetics & Nutrition PM-14	$1.01	$4.58
Home Economics, Dietetics & Nutrition PM-15	$1.01	$4.58
Home Economics, Dietetics & Nutrition PM-16	$1.01	$4.58
Home Economics, Dietetics & Nutrition PM-17	$1.01	$4.58
Home Economics, Dietetics & Nutrition PM-18	$1.01	$4.58
Information Officer 1 (Excluded)	$1.00	$2.52
Information Officer 2 (Excluded)	$1.00	$2.52
Information Officer 3 (Excluded)	$1.00	$2.52
Information Officer 4 (Excluded)	$1.00	$2.52
Library Services PM-13	$1.01	$6.75
Library Services PM-14	$1.01	$6.75
Library Services PM-15	$1.01	$6.75
Library Services PM-16	$1.01	$6.75
Library Services PM-17	$1.01	$6.75
Nursing PM-12	$0.00	$0.00
Nursing PM-13	$0.00	$0.00
Nursing PM-14	$0.00	$0.00
Nursing PM-15	$0.00	$0.00
Nursing PM-16	$0.00	$0.00
Nursing PM-17	$0.00	$0.00
Nursing PM-18	$0.00	$0.00
Nursing PM-19	$0.00	$0.00
Occupational & Physical Therapy PM-13	$0.48	$0.00
Occupational & Physical Therapy PM-14	$0.48	$0.00
Occupational & Physical Therapy PM-15	$0.48	$0.00
Occupational & Physical Therapy PM-16	$0.48	$0.00
Office Administration 1 (Excluded)	$1.32	$0.00
Office Administration 2 (Excluded)	$1.32	$0.00
Office Administration 3 (Excluded)	$1.32	$0.00
Office Administration 4 (Excluded)	$1.32	$0.00
Office Administration 5 (Excluded)	$1.32	$0.00
Office Administration 6 (Excluded)	$1.32	$0.00
Office Administration 7 (Excluded)	$1.32	$0.00
Office Administration 8 (Excluded)	$1.32	$0.00
Office Administration 9 (Excluded)	$1.32	$0.00
Office Administration 10 (Excluded)	$1.32	$0.00
Office Administration 11 (Excluded)	$1.32	$0.00
Office Administration 12 (Excluded)	$1.32	$0.00
Office Administration 13 (Excluded)	$1.32	$0.00
Office Equipment Operation CM-08	$1.02	$3.76
Office Equipment Operation CM-09	$1.02	$3.76
Office Equipment Operation CM-10	$1.02	$3.76
Office Equipment Operation CM-11	$1.02	$3.76
Office Equipment Operation CM-12	$1.02	$3.76
Office Equipment Operation CM-13	$1.02	$3.76
Office Equipment Operation CM-14	$1.02	$3.76

(Pay equity adjustments continued)

Office Equipment Operation CM-15	$1.02	$3.76
Personnel Administration AM-12	$0.45	$2.73
Personnel Administration AM-13	$0.45	$2.73
Personnel Administration AM-14	$0.45	$2.73
Personnel Administration AM-15	$0.45	$2.73
Personnel Administration AM-16	$0.45	$2.73
Personnel Administration AM-17	$0.45	$2.73
Personnel Administration AM-18	$0.45	$2.73
Personnel Administration AM-19	$0.45	$2.73
Personnel Administration AM-20	$0.45	$2.73
Personnel Administration AM-21	$0.45	$2.73
Records Officer 1 (Excluded)	$1.02	$2.17
Records Officer 2 (Excluded)	$1.02	$2.17
Records Officer Junior (Excluded)	$1.02	$2.17
Secretary to Minister	$0.00	$0.00
Speech Pathology & Audiology PM-15	$1.00	$1.00
Speech Pathology & Audiology PM-16	$1.00	$1.00
Speech Pathology & Audiology PM-17	$1.00	$1.00
Speech Pathology & Audiology PM-18	$1.00	$1.00
Speech Pathology & Audiology PM-19	$1.00	$1.00
Transcription Services CM-13	$0.00	$0.00
Transcription Services CM-14	$0.00	$0.00
Transcription Services CM-15	$0.00	$0.00
Transcription Services CM-16	$0.00	$0.00
Transcription Services CM-17	$0.00	$0.00
Transcription Services CM-18	$0.00	$0.00
Transcription Services CM-19	$0.00	$0.00
Translation AM-18	$0.48	$0.48
Translation AM-19	$0.48	$0.48
Translation AM-20	$0.48	$0.48

H. Approval of Plan

For the Management Board of Cabinet

ELAINE MELLOR TODRES
Deputy Minister, Human Resources Secretariat

Signed at Toronto this 28th day of February, 1990.